



**Bright from the Start Georgia Department of Early Care and Learning**  
**2 Martin Luther King Jr. Drive SE, 670 East Tower**  
**Atlanta, GA 30334**  
Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Date:** 8/22/2025 **VisitType:** ILS Follow Up

**Arrival:** 8:30 AM **Departure:** 11:35 AM

**CCLC-65779**

**Children's Academy of Northlake**

2041 HAROBI DRIVE Tucker, GA 30084 DeKalb County  
(404) 325-3683 spencer@otterlearning.com  
Temporary License

Application Services Unit Consultant

Derian Williams

Phone: (470) 518-8182

Fax:

derian.williams@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

| <u>Compliance Zone Designation</u> |                         |               | <b>Compliance Zone Designation</b> - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.<br><br><b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules.<br><b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules.<br><b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules. |
|------------------------------------|-------------------------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 08/22/2025                         | ILS Follow Up           | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 03/31/2025                         | Initial Licensing Study | Good Standing |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|                                    |                         |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

**Ratios/License Capacity**

| Building                        | Room | Age Group                          | Staff | Children | NC/C                            | Max 35 SF. | 35 SF. Comp. | Max 25 SF. | 25 SF. Comp. | Notes                  |
|---------------------------------|------|------------------------------------|-------|----------|---------------------------------|------------|--------------|------------|--------------|------------------------|
| Main                            | A    | Infants                            | 3     | 9        | C                               | 11         | C            | NA         | NA           | Floor Play,Nap         |
| Main                            | B    | One Year Olds                      | 3     | 9        | C                               | 16         | C            | NA         | NA           | Transitioning          |
| Main                            | C    | One Year Olds                      | 30    | 9        | C                               | 21         | C            | NA         | NA           | Circle Time            |
| Main                            | D    | Two Year Olds                      | 3     | 9        | C                               | 22         | C            | NA         | NA           | Floor Play,Circle Time |
| Main                            | E    | Two Year Olds                      | 2     | 10       | C                               | 22         | C            | 31         | C            | Snack                  |
| Main                            | F    | Three Year Olds and Four Year Olds | 3     | 23       | C                               | 27         | C            | 38         | C            | Snack                  |
| Main                            | G    | Four Year Olds and Five Year Olds  | 2     | 7        | C                               | 58         | C            | NA         | NA           | Snack                  |
| Total Capacity @35 sq. ft.: 177 |      |                                    |       |          | Total Capacity @25 sq. ft.: 197 |            |              |            |              |                        |
| Total # Children this Date: 76  |      | Total Capacity @35 sq. ft.: 177    |       |          | Total Capacity @25 sq. ft.: 197 |            |              |            |              |                        |

| Building | Playground   | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main     | Infant       | 3                    | C                     |
| Main     | Preschool/SA | 342                  | C                     |
| Main     | Toddler      | 32                   | C                     |

### **Comments**

A final license was not issued on this date based on a pending final building certificate of occupancy being required to finalize the licensing process.

- The program is currently in the inspection process with Dekalb County to obtain their CO. A final building inspection was conducted on on August 8, 2025, however the program is still pending the final CO.
- Consultant emailed a copy of the updated Child Care Weather Watch Chart with the program today. Weather does not permit outdoor play when there is active precipitation or when weather advisories are in effect. Consult the Child Care Weather Watch Chart resource for further guidance, considering specific weather conditions.
- This follow-up visit was conducted on August 13, 2025, however due to technicalities within the system I was unable to complete the visit report on the date of visit.

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).

Please refer to the website, <http://www.decgal.ga.gov/CCS/RulesAndRegulations.aspx>, for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

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### **Refutation Process:**

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), do the following:

- 1) Log into DECAL KOALA [www.decalkoala.com](http://www.decalkoala.com) with the userid for your program
- 2) On the home page scroll down to the Inspection Reports and select 'Refute Citation' for the visit report in dispute
- 3) Select the specific rule number(s) that you are refuting, add the reason for disagreement regarding the rule citation, and upload supporting documentation
- 4) Submit the refutation in DECAL KOALA to Child Care Services (CCS) within 10 business days of the completion date.

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

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Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)

### **Important Quality Rated/CAPS Update:**

As January 1, 2022, child care providers must be Quality Rated to receive Childcare and Parent Services (CAPS). Newly licensed, or new to CAPS providers may be eligible for the new CAPS/QR Provisional Status, allowing for scholarships while working toward a star rating.

**Contact the Quality Rated help desk at 855-800-7747 or [qualityrated@decgal.ga.gov](mailto:qualityrated@decgal.ga.gov) for more information. Free technical assistance is available!**





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**(Findings Report)**

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The following information is associated with a ILS/Follow-Up:

**Activities and Equipment**

**591-1-1-12 Equipment & Toys(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center on this date.

**Comment**

Equipment and furniture observed to be properly secured, as applicable.

**591-1-1-35 Swimming Pools & Water-related Activities(CR)**

**Met**

**Comment**

Center does not provide swimming activities. No pool observed on site.

**Facility**

**591-1-1-19 License Capacity(CR)**

**Met**

**Comment**

Licensed capacity observed to be routinely met by center on this date.

**591-1-1-25 Physical Plant - Safe Environment(CR)**

**Met**

**Comment**

No hazards observed accessible to children on this date.

**Comment**

The Center appeared clean and well maintained on this date.

**591-1-1-25 Physical Plant-Structural/Mechanical**

**Met**

**Comment**

The facility does not possess a final Building Certificate of Occupancy. The program is currently going through the process with Dekalb County to obtain their CO. A final building inspection was conducted on August 8, 2025, however the program is still pending the final CO.

**Correction Deadline: 8/22/2025**

**591-1-1-26 Playgrounds(CR)**

**Met**

**Comment**

Playground observed to be clean and in good repair on this date.

**Health and Hygiene**

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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Staff stated proper knowledge of diapering procedures.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center on this date.

**Comment**

Staff were observed to remind children to wash hands on this date.

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**591-1-1-.20 Medications(CR)****Not Met****Comment**

Discussed proper medication documentation and procedures.

**Finding**

591-1-1-.20(3) requires the Center to maintain a record of medication dispensed that includes the date, time and amount of medication, any noticeable adverse reaction, and the signature or initials of the person administering the medication. It was determined based on review of records that medication was not dispensed at the correct times, other required information such as dates were missing on the authorization for Medication forms, and one form possessed an incomplete dispensing record.

- One Authorization for Medication form was located separately from the other's in a child's file, however specific dates to be given were not provided on the form instead Wed., Th., Fri. was written, medication was documented for only one day - May 1, possessing an incomplete dispensing record; and the parent did not provide a date on the form.

- One Authorization for Medication form dated 6/30/2025 specifies that the time of medication is to be given between 10:30 am - 2:30 pm, however medication was given and documented at 3:00 pm.

- One Authorization for Medication form is missing the date from the parent.

**POI (Plan of Improvement)**

The Center will train Staff responsible for dispensing medication in the accurate completion and storage of the records and will implement a plan to monitor this.

**Correction Deadline: 8/22/2025**

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|               |
|---------------|
| <b>Safety</b> |
|---------------|

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**591-1-1-.05 Animals****Met****Comment**

Animals maintained clean and appropriately caged.

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**591-1-1-.11 Discipline(CR)****Met****Comment**

Staff were observed to maintain a positive learning environment on this date.

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**591-1-1-.36 Transportation(CR)****Not Met****Comment**

Paperwork, checklist, permission forms, annual inspection form and proper check of the vehicle after transportation were discussed with the director.

**Finding**

591-1-1-.36(7)(d)2. requires that the second designated Staff person conduct a check of the vehicle immediately upon the completion of the first check of the vehicle. The responsible person shall physically walk through the entire vehicle; visually inspect all seat surfaces, under all seats and in all compartments or recesses in the vehicle's interior; and sign the passenger transportation checklist(s), indicating all of the children have exited the vehicle. There shall be continuous watchful oversight of the vehicle between the first check and second check. It was determined based on a review of records that the second designated staff person did not conduct a check of the vehicle with the tag number AF6386 immediately upon the completion of the first check of the vehicle on Tuesday, August 12, 2025 and on Wednesday, August 13, 2025. Per the transportation form, the vehicle returned back at the facility at 7:45 am on both days.

**POI (Plan of Improvement)**

The Center will train Staff who are or may be involved in transporting children in how to thoroughly inspect a vehicle and properly complete transportation documentation. The Center will review and monitor.

**Sleeping & Resting Equipment****591-1-1-.30 Safe Sleeping and Resting Requirements(CR)****Met****Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Met****Comment**

Criminal record checks were observed to be complete.

**Comment**

Director provided seven files for employees hired since last visit.

**591-1-1-.14 First Aid & CPR(CR)****Met****Comment**

Complete first aid kits observed in center and on vehicles on this date.

**Comment**

Evidence observed of 95% of center Staff certified in First Aid and CPR.

**591-1-1-.31 Staff(CR)****Met****Comment**

Staff observed to be compliant with applicable laws and regulations.

**Staffing and Supervision****591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

**591-1-1-.32 Supervision(CR)****Met****Comment**

Adequate supervision observed on this date.